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Ms. Caff
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September 6, 1977

MEMORANDUM

TO: A - Mr. John M. Thomas

FROM: D/HA - Patt Derian

SUBJECT: Urgent Office Space Requirements for
Attorney General's Parole Program

We urgently need your assistance to get office space for the staff being assigned to D/HA for the refugee parole program authorized by the Attorney General on August 11, 1977. We need space for a total of 12 persons (for six officers, two clerical personnel and four other persons) who will work on detail for about one year to implement the program. Our requirements are very modest, but the new program is closely interwoven with our regular refugee program and the two staffs must work in close and constant proximity. The only space we have been offered so far in response to our efforts is at Fort McNair. This would seriously limit our ability to carry out our program responsibilities.

For maximum effectiveness the program requires space in Main State. Specifically, we would like Room 7809 NS, shortly to be vacated by S/IG, and Room 7535 NS, now occupied on a temporary basis by D/HA. The program will last for about one year but Room 7809 could be given up after six months.

Leased space in a nearby location such as Columbia Plaza would meet the need almost as well as would space in Main State, if it were possible to get quickly an exception to what we have been told is a flat ban on new leases.

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Our need is very pressing. Five of the program's six officers are already on board. They are using desks temporarily vacant because their regular users are away on leave or duty trips of short duration. The sixth officer is ready to begin work and is sorely needed. He cannot begin because there is no space for him to work. The two clerical staff are being recruited. We have no space for them to work.

We need help urgently.

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